

**SWC# 3017 MASS NOTIFICATION SOFTWARE****Contract Information and Usage Instructions**

**Contract Period:** The Contract became effective December 15, 2017 and will expire December 14, 2020.

**Summary/Background Information:** The Contractor shall provide an Enterprise level emergency notification system that gives the State the ability to send out multi-modal communications to alert individuals and groups of an emergency event.

The Everbridge platform has the capability to connect licensees to the federal Integrated Public Alert and Warning System (IPAWS) and to function as alert origination software.

A license to use the Everbridge platform, however, does not automatically authorize access to IPAWS. The Federal Emergency Management Agency (FEMA) authorizes IPAWS access through a Memorandum of Agreement (MOA) with applicants. FEMA's instructions for applying for IPAWS access are available at <https://www.fema.gov/how-sign-ipaws>.

As part of the federal IPAWS authorization process, FEMA will verify an applicant's standing with state-level emergency management agencies to send public alerts and warnings. In Tennessee, this verification occurs with the Tennessee Emergency Management Agency (TEMA).

Everbridge licensees in Tennessee, whether at the State-level or of a non-State jurisdiction, should contact TEMA for more information on applying for IPAWS access. TEMA's contact information is 3041 Sidco Drive, Nashville, TN 37204, 615-741-0001, [www.tn.gov/tema](http://www.tn.gov/tema).

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**Edison Contact #57114****Access to Contract Documents Online:**

1. Please check the following URL to ensure you are viewing the most recent version of the usage instructions:

<https://www.tn.gov/content/tn/generalservices/procurement/central-procurement-office--cpo-/state-agencies-/statewide-contract-instruction--swc-.html>

2. Click on the "Statewide Contract (SWC) Search" The link below will take you to the Statewide Contract List.

[https://sso.edison.tn.gov/psp/paprd/SUPPLIER/ERP/c/TN\\_PUBLIC\\_SUPPLIER.TN\\_ACTIVE\\_SWC\\_CMP.GBL?Page=TN\\_ACTIVE\\_SWC&Action=U&ExactKeys=Y&TargetFrameName=None](https://sso.edison.tn.gov/psp/paprd/SUPPLIER/ERP/c/TN_PUBLIC_SUPPLIER.TN_ACTIVE_SWC_CMP.GBL?Page=TN_ACTIVE_SWC&Action=U&ExactKeys=Y&TargetFrameName=None)

- Scroll down the list of contracts and locate the contract number you need. Click on the picture of a folder under the "Details" column.
- You will get a rectangular box and one of the columns (to the right) will say "Contract Documents", and below will be a picture of a file folder, click on it and you will get a new box with multiple contract documents shown. Click on the picture of the document to view the attachment.

**Contract Administrator:**

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**Contractor Information:**

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[https://sso.edison.tn.gov/psp/paprd/SUPPLIER/ERP/c/TN\\_PUBLIC\\_SUPPLIER.TN\\_ACTIVE\\_SWC\\_CM.P.GBL?Page=TN\\_ACTIVE\\_SWC&Action=U&ExactKeys=Y&TargetFrameName=None](https://sso.edison.tn.gov/psp/paprd/SUPPLIER/ERP/c/TN_PUBLIC_SUPPLIER.TN_ACTIVE_SWC_CM.P.GBL?Page=TN_ACTIVE_SWC&Action=U&ExactKeys=Y&TargetFrameName=None)

The above link is to the list of Statewide Contracts. Look down the list until you find contract Statewide Contract Number 3017 and click on the folder icon in the far right column. Next click on the folder and the contract will appear (Edison Contract Number ending in 57114), click on the Contract Documents folder of the contract and you see the Contract Documents icon and you will have the contract, specifications, any line items, the Usage Instructions and the catalog.

Authorized Users -- Statewide Contract. This Contract establishes a source or sources of supply for all Tennessee State Agencies. "Tennessee State Agency" refers to the various departments, institutions, boards, commissions, and agencies of the executive branch of government of the State of Tennessee with exceptions as addressed in Tenn. Comp. R. & Regs. 0690-03-01-.01. The Contractor shall provide all goods or services and deliverables as required by this Contract to all Tennessee State Agencies.

The Contractor shall make this Contract available to the following entities, who are authorized to and who may purchase off of this Statewide Contract ("Authorized Users"):

- a) all Tennessee State governmental entities (this includes the legislative branch; judicial branch; and, commissions and boards of the State outside of the executive branch of government);
- b) Tennessee local governmental agencies;
- c) the board of trustees of the University of Tennessee system, the Tennessee board of regents system, or the State university boards;
- d) any private nonprofit institution of higher education chartered in Tennessee; and,

- e) any corporation which is exempted from taxation under 26 U.S.C. Section 501(c)(3), as amended, and which contracts with the Department of Mental Health and Substance Abuse Services or the Department of Intellectual and Developmental Disabilities to provide services to the public (Tenn. Code Ann. § 33-2-1001).

These Authorized Users may utilize this Contract by purchasing directly from the Contractor according to their own procurement policies and procedures. The State is not responsible or liable for the transactions between the Contractor and Authorized Users.

**Local Government Entity Instructions:**

1. Local governments and other eligible entities are encouraged to use this contract.
2. Local entities should contact the vendor with respect to how they would like to conduct business transactions.
3. The State requires Envisage to report all sales to Local Government entities making use of the State contract.